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PORTLAND SERVICE CENTER

Portland, Oregon

9160

U.S. DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT

TECHNICAL NOTES

MAP CARRYING BOOK

July 12, 1967

Employee Suggestion No. BLM-67-3 describes a very effective method for preparing district and other maps for carrying to the field. The suggestion is as follows:

"At the present time the maps carried by District personnel are simply folded and indexed in a briefcase. Because of extreme use, the maps are only usable for about one year. Also, for some work they are too big and awkward for easy use.

Because of the awkwardness of unfolding the maps, we decided that an indexed map book would be much easier to work with and it would last quite a while longer."

STEPS IN PREPARING MAPS FOR BINDING

1. Cut district maps into 10" x 12" sheets.
2. Draw in district boundary on each sheet. (Also letter or type legend, T&R or other permanent information)
3. Place acetate overlay material on table. (See Bill of Materials for acceptable material)
4. Spray light coat of 3-M brand spray adhesive No. 77 on top of acetate.
5. Place map sheets on acetate.
6. Spray adhesive on top of map (see instructions on can)
7. Place another acetate sheet on top of map.
8. Roll acetate with hand roller until permanent bond is made.
9. Trim to 11" x 14"
10. Enter with wax pencil any temporary information.
11. Place under flat weighted surface and allow to dry for four hours.

12. Clean excess glue off acetate with rag and turpentine or lighter fluid.

13. Punch holes for ring or acco fastener binding.

14. Mark a small scale district map as an index to show sheet numbers of larger scale map sheets.

15. Tab sheets with numbers as entered on index map.

16. Label binder to identify contents.

Bill of Materials	Cost
1. Cellulose acetate (clear) 0.005 thickness, 21" x 50' roll GSA catalog number 9330-618-7216	$9.40 ea.
2. Matted finish acetate, 0.005 thickness, 21" x 50' roll GSA catalog number 9330-819-8499.	7.95 ea.
3. Clear acetate - (a) .005 thickness, 40" x 50' roll	Est. 20.00 ea.
(b) .010 thickness, 40" x 50' roll	Est. 38.00 ea.
Purchase at local blueprint store.	
4. Matted acetate - (a) .005 thickness, 40" x 50' roll	Est. 28.00 ea.
(b) .0075 thickness, 40" x 50' roll	Est. 38.00 ea.
Purchase at local blueprint store.	
5. Spray adhesive material, 3-M brand spray adhesive "77" (23 U.S. fluid ounces) Purchase at local hardward store.	Est. 2.67 ea.

The following photographs illustrate the materials and various steps in the process: